

APPROVED

February 21, 2006

Michigan State Administrative Board

Lansing, Michigan

February 7, 2006

A regular meeting of the State Administrative Board was held in the Museum Education Room, 1st Floor, Michigan Library and Historical Center, on Tuesday, February 7, 2006, at 11:00 a.m.

Present: Kelly Keenan, Chief Counsel, representing Jennifer M. Granholm, Governor, Chairperson
Melanie Brown, Policy Advisor, representing John Cherry, Lt. Governor
Mary G. MacDowell, Director, Financial Services Bureau, representing Jay B. Rising, State Treasurer
Joe Pavona, Director, Bureau of Administrative Services, representing Terri Lynn Land, Secretary of State
Carol Wolenberg, Deputy Superintendent for Administration, representing Michael P. Flanagan, Superintendent of Public Instruction
Ed Timpf, Administrator of Financial Operations Division, representing Gloria Jeff, Director, Department of Transportation
Sherry Bond, Secretary

Absent: Michael A. Cox, Attorney General

Others Present:

Iris Lopez, Attorney General Office; Kristi Broessel, Department of Community Health; Ken Theis, Department of Information Technology; James Burris, Sean Carlson, Janet Rouse, Department of Management and Budget; Jean Ingersoll, Kelly Villarreal, Department of Transportation; Jeff Gottlieb, Prakash Tamhaney, CNSI

1. CALL TO ORDER:

Mr. Keenan called the meeting to order and led the Pledge of Allegiance to the Flag.

2. READING OF MINUTES OF PRECEDING MEETING AND APPROVAL THEREOF:

Mr. Pavona moved to approve the minutes of the regular meeting held on January 17, 2006. The motion was supported by Ms. Wolenberg and unanimously adopted.

3. HEARING OF CITIZENS ON MATTERS FALLING UNDER JURISDICTION OF THE BOARD:

NONE

4. COMMUNICATIONS:

Correspondence from Jacqueline M. Johnson, Department of Treasury, with the attached summary and detail investment holding reports for the Veterans' Benefit Trust Fund for the quarter ending December 31, 2005 and a report of investment transactions for the quarter ending December 31, 2005, in accordance with a resolution adopted by the State Administrative Board.

5. UNFINISHED BUSINESS:

NONE

6. NEW BUSINESS:

Retention and Disposal Schedules:

CITY OF PORTAGE, Community Development, 2/7/2006

DEPARTMENT OF COMMUNITY HEALTH, Services Review and Evaluations
Division, 2/7/2006

SUPREME COURT

Attorney Grievance Commission, 2/7/2006
Board of Law Examiners, 2/7/2006
Clerk's Office, 2/7/2006
Commissioners, 2/7/2006
Crier's Office, 2/7/2006
Finance, 2/7/2006
Human Resources, 2/7/2006
Reporter of Decisions, 2/7/2006
Security, 2/7/2006
State Appellate Defenders Office, 2/7/2006
State Court Administrative Office, 2/7/2006

Ms. Wolenberg moved that the Retention and Disposal Schedules be approved and adopted. The motion was supported by Mr. Pavona and unanimously approved.

7. REPORTS AND RECOMMENDATIONS OF COMMITTEES:
(Please see the following pages)

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Ms. MacDowell presented the Finance and Claims Committee Reports for the regular meeting of January 31, 2006, and special meeting of February 7, 2006. After review of the forgoing Finance and Claims Committee Reports, Ms. MacDowell moved that the Finance and Claims Committee Reports covering the regular meeting held January 31, 2006 and the special meeting of February 7, 2006, be approved and adopted, noting the contingency had not been cleared on Item 6s(1) of the supplemental Finance and Claims agenda of January 31, 2006, so that item is not approved. The motion was supported by Ms. Wolenberg and unanimously approved.

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Ms. MacDowell presented the Building Committee Report for the regular meeting of February 1, 2006. After review of the forgoing Building Committee Report, Ms. MacDowell moved that the Building Committee Report covering the regular meeting held February 1, 2006, be approved and adopted. The motion was supported by Mr. Pavona and unanimously approved.

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Mr. Pavona presented the Transportation and Natural Resources Committee Report for the regular meeting of February 1, 2006. After review of the forgoing Transportation and Natural Resources Committee Report, Mr. Pavona moved that the Transportation and Natural Resources Committee Report covering the regular meeting held February 1, 2006, be approved and adopted with the agenda write-up corrected for Item 6 of the Transportation agenda, the agenda write-up changed to clarify Item 17 of the Transportation agenda, and Item 44 of the Transportation agenda withdrawn by the Department of Transportation at the State Administrative Board meeting on February 7, 2006. The motion was supported by Ms. MacDowell and unanimously approved.

8. MOTIONS AND RESOLUTIONS:

NONE

9. ADJOURNMENT:

Mr. Pavona moved the meeting be adjourned. The motion was supported by Ms. Wolenberg and unanimously approved. Mr. Keenan adjourned the meeting.

SECRETARY

CHAIRPERSON